



## **Application for Funding PEPFAR Prevention A/B Activities**

The US Government's Office of Public Affairs in Mozambique has funds available to support HIV/AIDS Abstinence and Faithfulness (A/B) projects through a grant from The President's Emergency Plan for AIDS Relief (PEPFAR). Mozambican communities, groups, schools and organizations are eligible to apply providing that they meet the following terms and conditions:

1. The activity must have an Abstinence and/or Be Faithful focus<sup>1</sup>
2. The activity must be completed within 10 months of receiving the grant.
3. If the grant money will not be used within the first month of the project, then it must be deposited into a separate bank account for the project with three signatories.
4. The person responsible for the project agrees to submit a narrative and financial report with all original receipts attached within 30 days of project completion. Reporting formats are attached to the Project Proposal format.

The Public Affairs Officer or his/her representatives retain the right to visit the activity at any point during its implementation.

### **Application Process:**

1. Submit the completed application form, attached, to:  
Public Affairs Office  
Attention: Carlos Matos  
Address: Av. Mao Tse Tung, 542  
Maputo, Mozambique  
  
Or by fax: 21 491-918  
  
Or via e-mail: MatosJC@state.gov
2. The closing date for the preliminary selection of applications will be May 1, 2008. All submissions received by May 1 will be considered equally. Subsequent submissions will be subject to the availability of funds. As all funds must be disbursed by September 30, applications received after September 1, 2008 will not be eligible to receive funding in 2008.

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### <sup>1</sup> **Prevention activities to promote abstinence or be faithful (AB)**

- Importance of abstinence in reducing the prevention of HIV transmission among unmarried individuals;
- Decision of unmarried individuals to delay sexual activity until marriage;
- Development of skills in unmarried individuals for practicing abstinence;
- Adoption of social and community norms that support delaying sex until marriage and that denounce forced sexual activity
- Importance of faithfulness in reducing the transmission of HIV among individuals in long-term sexual partnerships;
- Elimination of casual sex and multiple sexual partnerships;
- Development of skills for sustaining marital fidelity;
- Adoption of social and community norms supportive of marital fidelity and partner reduction using strategies that respect and respond to local customs and norms; and
- Adoption of social and community norms that denounce forced sexual activity in marriage or long-term partnerships



## PROJECT PROPOSAL

Project Name:

Name of Group or Organization:

Name of Person Responsible:

Telephone:

Address:

Peace Corps Volunteer assisting with project:

Number of People Working on Project:

Number of People Projected to Benefit from Project:

Project Location (Communities, Districts & Province):

Time Required (number weeks or months from start to finish):

Project has A/B Focus? Y / N:

Total Amount Requested:

Project Account Details:

### Project Summary:

*Briefly describe the project objectives<sup>2</sup> and the activities that will contribute to meeting the objectives.*

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<sup>2</sup> Objectives are not things you do; they are changes or results you see and measure, such as an increase in the number of people who can identify two forms of HIV/AIDS transmission. Activities are something you do, like a training or event which would help to fulfill the objectives and create the change.

### **Background:**

*Describe the background of the Group or Organization applying for the grant. Has the Group or Organization worked with this target group before or done similar work previously? Why was this project was selected? What will happen to the project after the grant money has finished?*

**Project Description:**

*Provide a detailed project description*

**Monitoring and Reporting:**

*Attached to the Project Reporting Format is the PEPFAR Reporting Formats. Please use these forms while conducting any training or outreach activities and submit them to the PAOs office with the final narrative and financial reports.*

### **TIMELINE AND RESPONSIBILITY PLAN**

*Detail the main project tasks using the table below, indicating who will be responsible for which tasks, and when each task is scheduled to occur.*

<i>Tasks/Action Steps</i>	<i>Responsibility</i>	<i>(Please indicate if reporting in weeks or months)_____</i>											
		1	2	3	4	5	6	7	8	9	10	11	12

**Estimated Project Budget:**

*Provide details for each budget item. When possible, two or three quotes should be obtained and the selected vendor (lowest price for the required quality) should be detailed below.*

Description of Item or Service	Selected Vendor	Quoted Price (Mts)
Total Grant Requested		
Community or project contribution: <i>The project or community should contribute 25% of project costs in cash or in kind.*</i>		
TOTAL PROJECT COST		

\*Description of Community or project contribution:



## PROJECT REPORTING FORMAT

*Please DETACH this section and submit to the PAO office  
within 30 days of project completion along with the PEPFAR reporting sheet:*

*U.S. Embassy Public Affairs Office*

*Av. Mao Tse Tung, 542*

*Maputo, Mozambique*

*Attn: Carlos Matos*

Project Name:

Name of Group or Organization:

Name of Person Responsible:

Telephone:

Address:

Peace Corps Volunteer assisting with project:

Project Location (Communities, Districts & Province):

Date Grant was Awarded:

Date of Project Completion:

Total Amount Received:

All original receipts and reports are attached: Y / N

## **Narrative Report**

*Describe the activities conducted. Did the project meet its objectives? Why or why not? What worked well, what could have been improved? Do you have any best practices or lessons learned to share?*



### **Project Financial Report**

*Paste original receipts onto A4 paper and number each receipt separately. Use those receipt numbers to identify transactions in the table, below.*

<b>Receipt #</b>	<b>Description of Item or Service</b>	<b>Vendor</b>	<b>Quoted Price (Mts)</b>	<b>Actual Expenditure (Mts)</b>	<b>Price Difference</b>

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Receipt #	Description of Item or Service	Vendor	Quoted Price (Mts)	Actual Expenditure (Mts)	Price Difference
Total Project Expenditures:					
Community or project contribution:					
TOTAL PROJECT COST:					

## PEPFAR REPORTING FORMAT FOR A/B PREVENTION

## TRAINING of TRAINERS<sup>3</sup>

*Please attach background materials (e.g., agenda, curriculum, session plan)*

**Project Name:**

**Location of Training (school, neighborhood, town, district, province):**

**Name of Activity:**

**Date of Activity:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Training Objectives (Skills & knowledge transferred):**

Names of Persons Trained	Male		Female	
	24 and under	> 24	24 and under	> 24
<b>Total all participants</b>				

<sup>3</sup> Formal training of service providers with specific learning objectives, a course outline or curriculum and expected knowledge, skills and/or competencies to be gained by participants.

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## PEPFAR REPORTING FORMAT FOR A/B PREVENTION

## OUTREACH ACTIVITY<sup>4</sup>

**Project Name:**

**Location of Activity (school, neighborhood, town, district, province):**

**Name of Activity:**

**Date of Activity:** \_\_\_\_/\_\_\_\_/\_\_\_\_

## Topics Covered :

Names of Attendees	Male		Female	
	24 and under	> 24	24 and under	> 24
Total all participants				

<sup>4</sup> Any activity for directly training or sensitizing people in A/B messaging

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**Success Story (optional)**

*Please attach photos, if you have any. Can we use this story in our reports and publications?  
If yes, please sign below.*

*I authorize the Public Affairs Office of the U.S. Embassy to use the information herein in any report or publication.*

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Signature

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Printed Name

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Title

-----**YOUR STORY**-----